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MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Plans
Deputy Director for Science and Technology
Inspector General
General Counsel
Director of National Estimates
Legislative Counsel

SUBJECT : Building Planning Staff

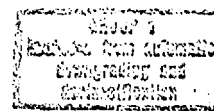
1. The report of the inter-Directorate Domestic Real Estate Task Force (DRETF) included a recommendation that: "The Office of Logistics be provided funds and personnel in order to create, during the current fiscal year, a Building Planning Staff; and that this Staff develop plans for Headquarters consolidation in the Langley area so that a request for an architectural and engineering appropriation may be submitted as a part of the Agency's fiscal year 1972 budget request." The recent Executive Director-Comptroller approval of the Task Force report contained the following paragraph:

"b. Building Planning Staff: I agree with the thought that the Agency needs a small, streamlined, long-range building and space planning staff with clearly assigned responsibilities and tasks. Such a unit should be limited to from one to three competent professionals and the resources required (positions and money) will have to be absorbed by the Support Directorate."

2. I have approved the charter for the Building Planning Staff, drafted by the Office of Logistics, a copy of which is attached.

3. The Building Planning Staff has a long and very difficult task. Its accomplishment will require the assistance and support of the entire Agency, with particular emphasis on you as its most senior officials. As the Staff gets organized, the Chairman will ask to meet with you and your principal officers in order to outline the modus operandi.

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4. I emphasize that this is a planning action only at this time. We do not have any Administration or Congressional approvals for additional buildings here. It is nonetheless necessary for us to complete this planning in order that we can make appropriate proposals as over-all political and economic circumstances dictate.

SECRET R. L. BANNERMAN

R. L. Bannerman
Deputy Director
for Support

Att: Cy of Charter for the Building Planning Staff

cc : Executive Director-Comptroller w/att
Director of Logistics w/att

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